



State of California
Kevin Shelley
Secretary of State

**RESIGNATION OF AGENT
UPON WHOM PROCESS MAY BE SERVED**

(Corporations Code section 1503, 6211, 8211, 9660, 15627 or 17061)

There is no fee for filing this form.

IMPORTANT - Read instructions on reverse before completing this form.

This Space For Filing Use Only

1. ENTITY TYPE (CHOOSE ONLY ONE):

☐

CORPORATION

☐

LIMITED PARTNERSHIP

☐

LIMITED LIABILITY COMPANY

2. ENTITY NUMBER: _____

3. ENTITY NAME: _____

4. STATE OR COUNTRY OF ORGANIZATION: _____

5. PLEASE TAKE NOTICE THAT THE UNDERSIGNED HEREBY RESIGNS AS AGENT UPON WHOM PROCESS MAY BE SERVED IN CALIFORNIA FOR THE ABOVE-REFERENCED ENTITY.

6. I DECLARE THAT I AM THE PERSON WHO EXECUTED THIS INSTRUMENT, WHICH EXECUTION IS MY ACT AND DEED.

(A. DATE)

(B. SIGNATURE OF RESIGNING AGENT)

(C. TYPE OR PRINT NAME OF RESIGNING AGENT)

INSTRUCTIONS FOR COMPLETING THE RESIGNATION OF AGENT UPON WHOM PROCESS MAY BE SERVED (Form RA-100)

For easier completion, this form is available in a “fillable” version online at the Secretary of State’s website at <http://www.ss.ca.gov/business/business.htm>. The form can be filled in on your computer, printed and mailed to the Secretary of State, Document Filing Support Unit, 1500 11th Street, 3^d Floor, Sacramento, CA 95814 or can be delivered in person to the Sacramento office. If you are not completing this form online, please type or legibly print in black or blue ink.

FEES: There is no fee for filing a Resignation of Agent. However, there is a \$15.00 special handling fee for processing documents delivered in person at the public counter in the Sacramento office. The \$15.00 special handling fee must be remitted by separate check for each submittal and will be retained whether the documents are filed or rejected. The special handling fee does not apply to documents submitted by mail. Please note, Resignation of Agent documents are not filed in the regional offices.

The Secretary of State will endorse file one copy of the Resignation of Agent without charge, provided that the copy is submitted along with the original to be filed.

An agent designated for service of process pursuant to California Corporations Code section **202, 1502, 2105, 2117, 5130, 6210, 7130, 8210, 9130, 9660, 15621, 15622, 15692, 15695, 17051, 17054, 17060 or 17451** may file a signed and acknowledged written statement of resignation as such agent in accordance with Corporations Code section **1503, 6211, 8211, 9660, 15627 or 17061**.

Upon filing the Resignation of Agent, the authority of the agent for service of process to act in that capacity will cease. The Secretary of State will give written notice of the filing to the corporation at its principal executive office. (Corporations Code section 1503, 6211, 8211, 9660, 15627, 17061.)

Complete the Resignation of Agent (Form RA-100) as follows:

- Item 1:** Check the appropriate box indicating whether the entity is a Corporation, Limited Partnership or Limited Liability Company. Only one box may be checked.
- Item 2:** Enter the file number issued by the California Secretary of State.
- Item 3:** Enter the name of the entity exactly as it appears of record with the Secretary of State (including punctuation).
- Item 4:** Enter the jurisdiction (state or country) under which the entity was organized.
- Item 6A:** Enter the date the document is signed.
- Item 6B:** The document must be signed and acknowledged by the resigning agent. Execution of this document confirms the following declaration of acknowledgement: “I declare that I am the person who executed this instrument, which execution is my act and deed.”
- Item 6C:** Type or print the name of the resigning agent below the signature.